

*Herman
Year 2*

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1997

THE JAMAICAN CANADIAN ASSOCIATION

MINUTES OF THE

ANNUAL GENERAL MEETING

HELD MAY 26, 1997

CALL TO ORDER:

The President, Mr. Herman Stewart, called the meeting to order at 2:21 p.m. and welcomed all present.

MINUTES OF PREVIOUS ANNUAL GENERAL MEETING:

The Minutes of the previous meeting held on May 26, 1996 were moved for adoption, seconded and carried.

MATTERS ARISING FROM THE MINUTES:

There were no matters arising from the Minutes.

INTRODUCTION OF NEW MEMBERS:

The President welcomed the new members and visitors present also returning members and members of the JCA staff.

HIGHLIGHTS OF OFFICERS REPORTS:

President - Mr. Herman Stewart: ✓

The President stated that he was pleased to give his first annual report as president. It was an honour to represent the association over the past year. While there were some ups and downs, the past year was a good one for the association.

Fundraising:

The car raffle was very successful, netting \$43,000.

Corporate Fundraising Committee:

To supplement the work of the regular fundraising committee, a corporate fundraising committee was established, with Kamala Jean Gopie as chair. It has put together a fundraising kit and identified a number of corporations who have been targeted for visits over the coming months for donations to our fundraising campaign.

Cont'd.../2.

Membership:

The Board of Directors listened to complaints that membership meetings were too long and reduced the number of reports to three. This allowed time to have guest speakers. Changes were also made to the constitution which addressed two areas of concern: (a) conflict of interest guidelines, and a code of conduct for board members.

Rezoning application:

Application for rezoning of the property at 995 Arrow was submitted to the City of North York. However there were some opposition from the local councillor due to the shortage of 18 parking spaces. The next step is a public hearing and if things go as we expect, Council should approve our application on May 28th.

Community Outreach Partnerships

There is a need to establish closer working relationship with other groups in our community. With that in mind we joined forces with ten other community groups and organized the successful Donovan Bailey Tribute. At the same time we showcased the building and highlighted our fundraising drive.

Advocacy:

We have to become more vocal in terms of advocacy on issues that have a direct impact on our community, and many meetings will be held with City and other politicians to discuss the matter of employment equity, etc.

Policing

We were the first to speak out about the wave of police shootings in the past year. Letters were written to the Premier, Solicitor General, Police chief, Police Commission Chair and SIU Director.

For the next twelve (12) months:-

1. Intensify our fundraising efforts
2. Completion of our building renovations
3. Membership Growth
4. Continue to monitor and speak out on issues
5. Maintain strong linkage with other community organizations
- 6.. Work on recommendations from the Task Force.

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First Vice-President's Report - Ms. Sandra Carnegie Douglas: ✓

1996/1997 in many ways has been a year of unprecedented performance for the Board of Directors and the membership as a whole. It has been a year where accountability and organizational success as opposed to personal aggrandizement became the cornerstone for the decisions made by the board. It was a year where the board made hard line and very unpopular decisions; it was a year that began to signal changes.

My involvement has been with the work of the task force organizational review, social service program administration along with other board activities. I was elected chairperson of the 7 member task force. The review was completed this month and a full report of the findings and recommendations has been submitted to the board to be presented to the membership. This was intense but gratifying work and my gratitude and appreciation is extended to the members of the task force.

My other main activity was the work done within the social services program area, overseeing the program and chairing the management committee.

A new executive director was recently hired, Debbie Headley. Debbie brings with her a strong background in the social service field as well as several years experience in management.

As liaison between the Women's Committee and the Board of Directors, working with both to increase awareness of gender issues in the organization and to help facilitate a process for including women's issues in the formal structure and agenda of the JCA.

To the membership of the association, I thank you for your support and for giving me the opportunity to help make a difference in the organization.

Second Vice-President's Report - Mr. Alton Telfer: ✓

The past year has been one of great challenge, especially for us on the Board of Directors, and more so for me.

Several positive things have occurred throughout the year, while there has been some negative experiences, in my opinion the positive out-weighed the negative, therefore we must be thankful.

1. Through the membership chair much energy has been induced in the area of membership which resulted in an increase in the number of new members.
2. The Mega event was the tribute to Donovan Bailey sponsored jointly by JCA and other community organizations which was hosted at the centre and was a success.

3. The building fund raffle was a success. I extend thanks to Sunflight Holidays and Speedfreight Forwarding Company for donating the trip and the colour television.
4. The rezoning of the building encountered some problems, but I am optimistic that very soon we will be able to start the renovation process.
5. During the winter months we experienced heating problems due to malfunctioning of the heating units. Thanks to Uriel Soares who has always responded to our call and kept the units functioning.

To conclude, I would appeal to you for support in an endeavour to increase membership in the association.

Executive Director - Deborah Headley:

Overview

The Jamaican Canadian Association remains the oldest and largest community and social service organization serving people of African-Canadian and Caribbean heritage in Ontario. As a multi-service agency, it has provided assistance to over 16,000 people in the past year. A complement of 14 staff and over 500 active volunteers allows the association to offer a variety of programs and services.

Programs:

Violence Against Women. This program is funded by the Ministry of Community and Social Services. It continues to serve over 150 women and their partners. Contacts are continually being made in the criminal justice system; shelters and jails. There continues to be a great demand for an ongoing support group for victims of child abuse and sexual assault. There has and will be greater emphasis in incorporating the mandate and directions of the women's committee into the VAW program.

Immigrant Settlement And Integration Program:

The highest proportion of staff work with this program which is funded by the Ministry of Employment and Immigration. There has been a recent re-evaluation of the statistical record-keeping, service delivery and promotion procedures. Overall the program is functioning well.

Ontario Settlement and Integration Program/Drug Abuse Prevention:

Funded by the Ministry of Citizenship, Culture and Recreation, the OSIP program has been changed to the New Settlement Program. Agencies will have to renegotiate funding on a yearly

basis from now on. Service delivery in this year will be restricted. Working with the other community agencies, the program will attempt to ensure that we remain accessible.

Caribbean Youth & Family Services:

CYFS is funded by the Ministry of Community and Social Services. Overall it serves over one-third of the agency's clients. It remains responsive to young offenders, youth and family in crisis.

The Caribbean Canadian Senior's Group is housed in the JCA centre and remains a vital and well-supported program. The seniors contribute to the organization in significant ways through their fundraising, health, social, recreational and educational activities.

Volunteer and students:

While funding has hampered our ability to man full staff complements, the large pool of volunteers and approximately ten students were instrumental in helping to keep programs running as well as they have been.

Building For Our Future

Work is ongoing in the renovation of the new building, and support has been received from a number of sources. The largest fundraising effort in JCA's history netted \$42,000.00 on the way to its goal of \$1 million. The next step will be preparation for the move of the CYFS to 995 Arrow Road.

Motions to accept the foregoing reports were moved, seconded and CARRIED:

Treasurer - Cyndi Anderson: ✓

The Treasurer submitted the following:-

Auditor's report by Ms. S. J. Simpson, CA., certifying that the financial statements present fairly, in all respects, the financial position of the association as at March 31, 1997 and the results of its operations and changes in its cash position for the year then ended, in accordance with generally accepted accounting principles.

Balance Sheet:

| | |
|--------------------------------------|-------------|
| Total Assets | \$1,024,831 |
| Total Liabilities and Members Equity | \$1,024,831 |

Statement of Revenue, Expenditure & Equity

| | |
|--------------------|----------------|
| Total Revenue | 813,205 |
| Total Expenditures | <u>751,539</u> |

Cont'd.../6.

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| | |
|---|--------------------|
| Excess of revenue before amortization expense | \$ <u>61,666</u> |
| Less: amortization expense | \$ <u>(25,645)</u> |
| Excess of revenue over expenditures | \$ <u>36,021</u> |
| Gain on the sale of JCA Centre | \$ <u>-</u> |
| Member's equity, beginning of the year | \$ <u>557,149</u> |
| Members' equity., end of the year | \$ <u>593,170</u> |

The Treasurer offered clarification in response to queries concerning items in the financial statements.

A motion to accept the Treasurer's report, including the Auditor's Report and Statement of Changes in Cash Position and the attached Note #2 was moved, seconded and CARRIED.

Report of the Corporate Fundraising Committee, Ms. Kamala Jean Gopie, Chair: ✓

Ms. Gopie verbally reported on the activities and goals of the corporate funding committee, and with the use of graphs, set out the estimated sums of money which the committee had targeted from corporate and charitable benefactors. Information packages had been prepared and were being sent out to those targeted as well as personal follow-up contacts by members of the committee.

She also explained the many ways in which members and others can support the efforts of the committee, such as by signing pledge forms, post dated cheques, etc. She urged everyone to participate in the campaign and opined that small donations were just as welcome as large ones.

Car Raffle: Presentations were made with respect to the recent car raffle:

ELECTION OF OFFICERS:

The President vacated the chair to Ms. Elaine Thompson, Chairperson of the Nominating Committee, who informed the membership on how the elections will proceed:

Candidates will be elected for the following positions:

1st Vice President

Executive Secretary

Membership Committee Chairperson

Education Committee Chairperson, and

Building Committee Chairperson.

Due to time restraints, the president requested that during the counting of ballots, the committee chairs present highlights of their reports to the membership, which follows:-

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Highlights of Committee Chairs Reports:

Education Committee - Mr. Vincent Conville, Chairperson ✓

The Education Committee was fairly active this year. The committee started out by setting some attainable goals. These included:

- Liaising with other community groups
- Holding workshops on topics of interest to the general membership and youth.
- Workshops: held at York Woods Public Library
 1. "Parenting For Success"
Topics:
 - The Common Curriculum
 - Parent Advisory Council
 - Computers in Education & Youth
 - Citizenship & Immigration
 2. "Empowering Black Youths For the Twenty-First Century" - Planned for 1997.
Topics to be discussed:
 - Immigration & Citizenship
 - Parent Advisory Councils
 - The Why and How of Parental Involvement in a Child's Life
 - Power of Attorney, Living Will and other Legal Matters
 - Health issues, such as Diabetes and Hypertension

Future goals:

1. Involvement with Saturday morning remedial & upgrading program
2. Continued liaison with other JCA committees
3. The creation of an advocacy program for parents and students.

A motion to accept the report was moved, seconded and CARRIED.

Fundraising Committee - Ms. Patricia Williams - Chairperson ✓

My first year as fundraising chairperson was met with many challenges. The pace appeared to be a bit slow at the onset because of our urgent need for cash, but the committee soon challenged themselves with innovative ideas, and put them into action.

Activities:

1. Annual Walk-A-Thon
2. Bazaar - (Yard Sale)

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3. Domino Tournament & Fish Fry
4. Christmas Grand-Market
5. Car Raffle

Miscellaneous Fundraising Activities:

- Donovan Bailey Tribute
- Donations

I would like to offer my special note of appreciation to the fundraising committee, board members and staff, a dedicated group of individuals who have given me a lot of support which has enabled me to accomplish my goals.

A motion to accept the report was moved, seconded and CARRIED.

Membership Committee - Mr. Fred Irving, Chairperson: ✓

The year up to date has been exciting and challenging for the Membership Committee.

Membership list required revisions in order to be utilized to it's fullest potential. This was accomplished by acquiring and installing a new computer program which simplified the list and made it more user friendly.

Appreciation Nights - during the past year we had two (2) membership appreciation nights, and in place of a third we hosted The Kingston Technical High School Past Students Association's annual games and activities day.

Recruitment & Membership - I am sure that the committee's goal of recruiting one hundred and fifty (150) new members will be achieved.

Annual Picnic - The Membership Committee in conjunction with the Social Committee are planning this years event, to be held at Kingsbridge Park Pavilion, Niagara Falls.

Visitation - The visitation group has been revived and is functioning on a limited basis this year. We hope to find the group more vibrant in the coming year.

Thanks you to all those who cared and helped to make the year 1996/1997 the success it has been. There are still a great deal of challenges ahead for JCA and it is critical that we pull together and work towards the betterment of the association.

A motion to accept the report was moved, seconded and CARRIED.

Social Committee - Ms. Barbara Thomas, Chairperson: ✓

The Social Committee continues with the activities and responsibilities as assigned by the Board of Directors. The activities and events taken thus far, for the 1996/1997 fiscal year included:-

Annual Picnic - held at the Bronte Creek Provincial Park. There was much fun and activities for all who attended, especially the children.

Annual Independence Celebrations:

Flagraising Ceremony

Independence Thanksgiving Church Service

Independence Dinner/Dance

New Year's Eve Dance

Annual Bun & Cheese Party

I would like to sincerely thank the members of this committee for their great work and support.

A motion to accept the report was moved, seconded and CARRIED.

Women'S Committee - Ms. Pam Powell, Chairperson: ✓

The Women's Committee continues to address women's issues and network with other women's group. This was another successful and rewarding year for our committee:

Events:

Financial Planning Seminar - The seminar was presented by Lana Salmon, Financial Advisor with Berkshire Investment Group Inc. Topics discussed included :

Different Types of Investments

Investment opportunities

Tax saving strategies

Chocolate Sales - over the summer months committee members sold chocolates and raised funds in the amount of \$1,000.00. Which was used to purchase a space on the donor wall. This was our contribution to the building fund for 1996.

Proposal - 5 Year Action Plan - The proposal was developed for the association on women's children's and family issues, and was presented to the Board of Directors.

Discussion Group/Guest Speaker: - organized for the members of our committee and other women of the association. It was attended by 20 women.

Other Activities

- participated in the International Women's Day celebration sponsored by the Women's Intercultural Network.
- Commissioned a portrait of the late Eva Smith. This portrait will be presented to Eva's Place.
- Currently participating in the production of a video dealing with wife assault prevention in the Black/Caribbean community, jointly with the Jamaican Canadian Association and The Tropicana Agency.

Future Projects:

- * Seminar on prostate cancer - May, 1997
- Educational workshop for members - June, 1997 jointly with JCA Education Committee
- Review of 5-Year Action Plan proposal and implementation based on feedback from the Board of Directors.

Sincere thanks to all members of the Women's committee for giving generously of their time and expertise.

A motion to accept the report was moved, seconded and CARRIED.

Nominating Committee - Ms. Elaine Thompson, Chairperson.

Five board positions are up for election in 1997: first vice-president, executive secretary, membership chair, education chair and building chair.

Every board position is key to forwarding the goals of the association. As always, it is important to recruit for the board people who possess vision, commitment, talent and availability in good measures.

The association stands on the threshold of a new millennium. More than ever it needs board members with fresh ideas and perspectives to help the JCA find solutions in a changing world. At the same time, continuity with the past facilitates a smooth transition to the future. A record of involvement with the association and/or the community are also desirable qualities in a candidate.

First Vice-President

Alfred Irving, retired teacher. Currently chair of the membership committee. Mr. Irving has previously chaired the education committee. He is also a member of Toastmasters, an organization devoted to public speaking.

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Pauline Tomlinson, certified management accountant with Revenue Canada. A JCA member for the past six years, she previously served the Board as executive secretary.

Executive Secretary:

Hector Gray, retired municipal clerk. Mr. Gray worked for the City of York for 25 years, including a position as secretary to city council. A long-standing member of the JCA, he has been a past chair of the building committee and a caravan mayor.

Membership Chair:

Francella Moore, supervisor for donor relations with the War Amps. Ms. Moore is a member of the JCA's fund-raising committee. She was Scarborough captain in the recent car raffle, and a member of the co-ordinating team for the Donovan Bailey tribute.

Educating Chair:

Vincent Conville, (incumbent). A teacher with the North York Board of Education, Mr. Conville is a past president of the JCA and the John Brooks Community Foundation and Scholarship Fund. He has served on a number of JCA committees over the last 29 years, including building chair.

Building Chair:

Uriel Soares, retired mechanical engineer. Mr. Soares worked with Ontario Hydro for 28 years. He has taken an active interest in the Jamaican Canadian Association over the last few years, participating in a number of committees. He is especially keen on matters relating to the purchase of 995 Arrow Road.

Alvin Knight, an inspector with the federal government. A long-standing and active member of the Association, Mr. Knight heads the JCA's catering committee and also acts as deejay at the Association's dances.

A call for additional nominees was issued in the May 1997 IN FOCUS. We continue to urge eligible members to run for board membership. Personal growth and experience, and the awareness of making a difference in the lives of others - these are just some of the excellent rewards that come with taking a role in the association's leadership.

On behalf of the nominating team, I would like to thank the departing board members for their hard work serving the members of the JCA and the community, and wish them the best for the future.

Good luck to all the candidates!

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After the voting and counting of the ballots, the following were duly elected.

Ms. Pauline Tomlinson
Mr. Hector Gray
Ms. Francella Moore
Mr. Vincent Conville
Mr. Uriel Soares

- First-Vice President
- Executive Secretary
- Chair, Membership Committee
- Chair, Education Committee
- Chair Building Committee.

The President thanked Ms. Thompson and the members of the Nominating Committee for a job well done, and congratulated the candidates newly elected to the board.

The President also thanked the membership for attending the meeting, and announced that a meeting will be convened shortly with both the old and new members of the board.

New Business:

There were no further business other than announcements of forthcoming JCA and other community events.

ADJOURNMENT:

A motion for adjournment was moved, seconded and CARRIED.

The meeting adjourned at hour of 6:05 p.m.

APPROVED:

**HERMAN STEWART
PRESIDENT**

**YVONNE WRIGHT
EXECUTIVE SECRETARY**
